

OLL

**SECRET****RECORD COPY**OLL 84-0218  
23 January 1984

MEMORANDUM FOR:

[REDACTED]  
Associate Deputy Director for Operations

25X1

FROM:

[REDACTED]  
Chief, House Liaison  
Legislative Liaison Division  
Office of Legislative Liaison

25X1

SUBJECT:

Presentation to the Operations Management  
Seminar (OMS)

Attached, per your request of 13 January 1984, is a copy of the outline of my presentation to the Operations Management Seminar (OMS) during the 23 January - 3 February 1984 session.

Attachment  
As stated

cc: CC/OMS/OTE [REDACTED] OTD/DDA

25X1

Distribution:

Original - Addressee, w/att.  
1 - OLL Record, w/att.  
1 - OLL Chrono, w/o att.

LD/OLL: [REDACTED] (23 January 1984)

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CONFIDENTIAL

OUTLINE OF PRESENTATION ON  
"VISITS OF CONGRESSMEN AND STAFFERS ABROAD"

LD/OLL/

25X1

I. Introduction

1. Visits are opportunity as well as responsibility.

II. Background

1. Reorganization of OLL at Headquarters in summer of 1983.

Liaison - DDO element  
DDI Component  
DDA Representative  
Legislative Component

2. OLL Mission.
3. Differences in Perspectives between Executive and Legislative Branches.
4. Key Role of Congressional Staff.

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**Page Denied**

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

EXTENSION

NO.

ADD

7E26 Hq

DATE

13 JAN 84

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

25X1

 2. C/House Reason  
OLL

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S E C R E T

16 JAN 1984

MEMORANDUM FOR:

[REDACTED]  
C/House Liaison  
Office of Legislative Liaison

25X1

FROM:

[REDACTED]  
Associate Deputy Director for Operations

25X1

SUBJECT:

Presentation to the Operations Management  
Seminar (OMS)

1. According to current information, you are scheduled to make, or participate in, a presentation to the Operations Management Seminar (OMS) in the 23 January - 3 February session. In the interest of preventing overlap or duplication in material presented, you are requested to provide this office, with a copy to the course chairman, (CC/OMS/OTE, [REDACTED] 936 Chamber of Commerce Building) a brief outline of your presentation. This should include principal points to be made and topics to be covered. The outline is to be forwarded as soon as possible, and in any case prior to the actual presentation.

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2. In the event that changes have/will occur in speakers, the person to whom this memorandum is addressed is asked to bring it to the attention of the substituted speaker for his/her action.

[REDACTED] 25X1

S E C R E T